



TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT

TRANSMITTAL MEMO

Town of Jackson

- Public Works/Engineering
- Building
- Title Company
- Town Attorney
- Police

Joint Town/County

- Parks and Recreation
- Pathways
- Housing Department

Teton County

- Planning Division

- Engineer
- Surveyor- *Nelson*
- Assessor
- Clerk and Recorder
- Road and Levee

State of Wyoming

- Teton Conservation
- WYDOT
- TC School District #1
- Game and Fish
- DEQ

Federal Agencies

- Army Corp of Engineers

Utility Providers

- Qwest
- Lower Valley Energy
- Bresnan Communications

Special Districts

- START
- Jackson Hole Fire/EMS
- Irrigation Company

<p>Date: March 12, 2021</p> <hr/> <p>Item #: P21-063</p> <hr/> <p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Email: tvalentine@jacksonwy.gov</p> <hr/> <p>Owner: Garaman, Inc. PO Box 36 Jackson, WY 83001</p> <hr/> <p>Applicant: Crystal Creek Capital, LLC PO Box 844 Jackson, WY 83001</p>	<p style="text-align: center;">REQUESTS:</p> <p>The applicant is submitting a request for a Zoning Compliance Verification for the properties located at 715 E. Hansen Avenue PIDN: 22-41-16-34-1-00-032, legally known as PT NE1/4NE1/4, SEC. 34, TWP. 41,RNG. 116, PARCEL 1 (T-76E).</p> <p>For questions, please call Tyler Valentine at 307-733-0440, x1305 or email to the address shown to the left. Thank you.</p>
<p>Please respond by: March 26, 2021 (Sufficiency) April 2, 2021 (with Comments)</p>	

RESPONSE: For Departments not using Trak-it, please send responses via email to: tvalentine@jacksonwy.gov



PLANNING PERMIT APPLICATION
Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

For Office Use Only

Fees Paid _____ Date & Time Received _____
Application #s _____

Please note: Applications received after 3 PM will be processed the next business day.

PROJECT.

Name/Description: Hansen Apartments
Physical Address: 715 E. Hansen Avenue
Lot, Subdivision: PT NE1/4 NE1/4, SEC. 34, TWP. 41, RNG. 116, PARCEL 1 (T-76E) PIDN: _____

PROPERTY OWNER.

Name: Garaman, Inc Phone: _____
Mailing Address: PO Box 36, Jackson, WY ZIP: 83001
E-mail: _____

APPLICANT/AGENT.

Name: Crystal Creek Capital Phone: 307-733-4733
Mailing Address: PO 844, Jackson, WY ZIP: 83001
E-mail: jim@crystalcreekcapital.com

DESIGNATED PRIMARY CONTACT.

_____ Property Owner Applicant/Agent

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson/200/Planning

Use Permit

_____ Basic Use
_____ Conditional Use
_____ Special Use

Physical Development

_____ Sketch Plan
_____ Development Plan
_____ Design Review
Subdivision/Development Option
_____ Subdivision Plat
_____ Boundary Adjustment (replat)
_____ Boundary Adjustment (no plat)
_____ Development Option Plan

Interpretations

_____ Formal Interpretation
 Zoning Compliance Verification

Amendments to the LDRs

_____ LDR Text Amendment
_____ Map Amendment

Miscellaneous

_____ Other: _____
_____ Environmental Analysis

Relief from the LDRs

_____ Administrative Adjustment
_____ Variance
_____ Beneficial Use Determination
_____ Appeal of an Admin. Decision

PRE-SUBMITTAL STEPS. To see if pre-submittal steps apply to you, go to www.townofjackson.com/200/Planning and select the relevant application type for requirements. Please submit all required pre-submittal steps with application.

Pre-application Conference #: _____ Environmental Analysis #: _____
Original Permit #: _____ Date of Neighborhood Meeting: _____

SUBMITTAL REQUIREMENTS. Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Partial or incomplete applications will be returned to the applicant. Go to www.townofjackson.com/200/Planning and select the relevant application type for submittal requirements.

Have you attached the following?


Application Fee. Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

Notarized Letter of Authorization. A notarized letter of consent from the landowner is required if the applicant is not the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization template at www.townofjackson.com/DocumentCenter/View/102/Town-Fee-Schedule-PDF.

_____ **Response to Submittal Requirements.** The submittal requirements can be found on the TOJ website for the specific application. If a pre-application conference is required, the submittal requirements will be provided to applicant at the conference. The submittal requirements are at www.townofjackson.com/200/Planning under the relevant application type.

Note: Information provided by the applicant or other review agencies during the planning process may identify other requirements that were not evident at the time of application submittal or a Pre-Application Conference, if held. Staff may request additional materials during review as needed to determine compliance with the LDRs.

Under penalty of perjury, I hereby certify that I have read this application and associated checklists and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of Teton County to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.



Signature of Property Owner or Authorized Applicant/Agent
Seanne Carruth, Crystal Creek Capital

Name Printed

3/12/21

Date
Office Manager

Title

LETTER OF AUTHORIZATION

Garaman, Inc. and Ridge Creek Investment Company, "Owner" whose address is: P.O. Box 36
Jackson, Wyoming 83001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

_____, as the owner of property
more specifically legally described as: See attached Exhibit A, and more commonly identified as
45 East Pearl Avenue, 75 East Pearl Avenue, 50 South Cache Street and Parcel 1 of Map T-76E

Town of Jackson, Wyoming (PIDNs: 22-41-16-34-2-05-007, 22-41-16-34-2-05-008, 22-41-16-34-1-00-032 and 22-41-16-34-2-05-006)

(If too lengthy, attach description)

HEREBY AUTHORIZES Crystal Creek Capital Real Estate Advisors, LLC as
agent to represent and act for Owner in making application for and receiving and accepting
on Owners behalf, ~~any permits or other action~~ by the Town of Jackson, or the Town of
Jackson Planning, Building, Engineering and/or Environmental Health Departments
relating to the [^]modification, development, planning or replatting, improvement, use or
occupancy of land in the Town of Jackson. Owner agrees that Owner is or shall be deemed
conclusively to be fully aware of and to have authorized ~~and/or made any and all~~
~~representations or promises contained in~~ said application or any Owner information in
support thereof, and shall be deemed to be aware of and to have authorized any subsequent
revisions, corrections or modifications to such materials. Owner acknowledges and agrees
that Owner shall be bound and shall abide by the written terms or conditions of issuance of
any such named representative, whether actually delivered to Owner or not. Owner agrees
that no modification, development, platting or replatting, improvement, occupancy or use of
any structure or land involved in the application shall take place until approved by the
appropriate official of the Town of Jackson, in accordance with applicable codes and
regulations. Owner agrees to pay any fines and be liable for any other penalties arising out
of the failure to comply with the terms of any permit or arising out of any violation of the
applicable laws, codes or regulations applicable to the action sought to be permitted by the
application authorized herein.

potential future

an application
for a Zoning
Compliance
Verification
and a
development
pre-application
conference

Under penalty of perjury, the undersigned swears that the foregoing is true and, if signing
on behalf of a corporation, partnership, limited liability company or other entity, the
undersigned swears that this authorization is given with the appropriate approval of such
entity, if required.

OWNER: James M. Mitchell Ryan

(SIGNATURE) (SIGNATURE OF CO-OWNER)
Title: President GARAMAN INC. Manager RCIC.
(if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or
other non-individual Owner)

STATE OF Wyoming)
)SS.
COUNTY OF Teton)

The foregoing instrument was acknowledged before me by James Ryan this 24th day of
February, 2021.

WITNESS my hand and official seal.

Gail A. Wells
(Notary Public)

My commission expires: May 29, 2023

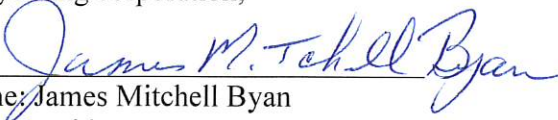


Letter of Authorization


(45 East Pearl Avenue, 75 East Pearl Avenue, 50 South Cache Street and Parcel 1 of Map T-76E)

Signature Page

GARAMAN, INC.,
a Wyoming corporation,

By: 
Name: James Mitchell Byan
Title: President

RIDGE CREEK INVESTMENT COMPANY, A LIMITED PARTNERSHIP,
a Wyoming limited partnership

By: 
Name: James Mitchell Byan Title: Manager

STATE OF WYOMING)
)SS.
COUNTY OF TETON)

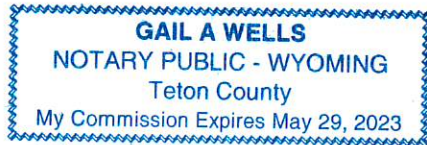
The foregoing was acknowledged before me by James Mitchell Byan, as president of GARAMAN, INC., this 24th day of February, 2021



Gail A. Wells
Name: Gail A. WELLS
Notary Public
My commission expires: May 29, 2023

STATE OF WYOMING)
)SS.
COUNTY OF TETON)

The foregoing was acknowledged before me by James Mitchell Byan, as Manager of RIDGE CREEK INVESTMENT COMPANY, A LIMITED PARTNERSHIP, this 24th day of February, 2021



Gail A. Wells
Name: Gail A. WELLS
Notary Public
My commission expires: May 29, 2023

Letter of Authorization

(45 East Pearl Avenue, 75 East Pearl Avenue, 50 South Cache Street
and Parcel 1 of Map T-76E)

Exhibit A
Legal Description

Hotel Parcel

Lots 10-13 and the S1/2 of Lots 14-16 of Block 1 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded July 18, 1905 as Plat No. 102.

PIDN: 22-41-16-34-2-05-007

22-41-16-34-2-05-008

Multifamily Parcel

Parcel 1 according to that certain Map of Survey recorded as Map T-76E in the office of the Teton County Clerk.

PIDN: 22-41-16-34-1-00-032

Commercial Parcel

N1/2 of Lots 14-16 of Block 1 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded July 18, 1905 as Plat No. 102.

PIDN: 22-41-16-34-2-05-006

Crystal Creek Capital Real Estate Advisors, LLC

P.O. Box 844 | 275 Veronica Lane, Suite 300 | Jackson, Wyoming 83001 | Telephone 307-733-4733

Paul Anthony
Planning Director, Town of Jackson
P.O. Box 1687
Jackson, WY 83001

Zoning Compliance Verification Request

March 12, 2021

Dear Paul,

Please accept the Zoning Compliance Verification request for the subject property commonly referred to as Hansen Apartments and legally known as:

- 715 East Hansen Avenue; PT NE1/4 NE1/4, SEC. 34, TWP. 41, RNG. 116, PARCEL 1 (T-76E)

Please provide the following assurances on Town of Jackson letterhead:

1. The zoning classification for subject land;
2. The uses allowed under said zoning classification;
3. That the current use of the land, and all approved structures, comply with all zoning ordinances and amendments thereto with respect to the following:
 - a. area, width or depth of the land as a building site for the structure;
 - b. floor space area of the structure;
 - c. setback of the structure from the property lines of the land;
 - d. height of the structure; and
 - e. number of parking spaces.
4. Per the LDRs **2.2.9 NH-1 D.1. Allowed Subdivision and Development Options**, a Condominium subdivision of the property is allowed and the property meets the requirements of a Subdivision Plat.

If you have any questions, please feel free to contact me at your earliest convenience.

Best,



James D. Walter

President, Crystal Creek Capital Real Estate Advisors